## **Library Card Eligibility**

1. Full-Service Cards

The following categories of individuals are eligible to register for full-service library cards when adequate identification is provided:

* + All residents of the \_\_\_\_\_\_\_\_\_ are eligible for a full- service card; applicants must show photo identification with current address.
	+ Residents of areas outside the library district may register for a card after paying a household out-of-district fee; applicants must show photo identification with current address. See Out-of-District Cards section below.
	+ Youth aged 4 to 18 may be issued their own library card when accompanied by an adult providing their signature and proof of identity and address. An adult’s signature on a youth application constitutes the adult’s permission for the youth to have a borrower’s card and signifies a willingness to assume financial responsibility for all items checked out on the card.
1. Out-of-District Cards

In fairness to those taxpayers who are residents and property owners within \_\_\_\_ boundaries, an annual fee will be charged to patrons who live outside of the district. The amount of the flat, per-household fee is evaluated each year during the budget process to be sure it is equitable and a fair value for services. The current fee is $60 per household.

Out-of-district patrons must have a current library card in good standing to check out materials or access library-provided databases from home.

\_\_\_\_ may waive or reduce this fee for certain reasons that may include, but are not limited to, volunteer work, educational need, or outreach efforts. This may include:

* + Certified educators teaching within \_\_\_\_\_\_\_\_\_ County (must show current school ID). Card must be renewed each year by showing valid school ID.
	+ Transitional residence facilities.
	+ Active library volunteers who reside outside the district are eligible for a volunteer library card. Eligibility for a volunteer card is reviewed quarterly.
1. Library Cards for Non-Resident District Property Owners

Owners of properties located within the district but who reside outside the district support the libraries through their in-district property taxes and therefore may be eligible for library cards.

To apply, the property owners must show photo identification and complete the “Library District Property Confirmation” form on which they specify their in-district property address, and attest that they own this property.

This policy will be reviewed annually.

1. Internet-Only Cards

Internet-only cards provide public access computer use privileges to patrons, but no borrowing privileges. These cards are available at no charge and proof of address is not required. Acceptable identification includes, but is not limited to:

* + government-issued identification
	+ credit card
	+ organization membership card
	+ insurance card
	+ student body card
1. Internet Guest Pass

A guest pass is available to allow visitors access to public computers. No identification is required to use a guest pass.

Library cards are not required for in-house services, or to participate in library programs.